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5 May 1977

MEMORANDUM FOR: Director of Data Processing

STATINTL

ATTENTION : Executive Officer

FROM : [REDACTED]  
Chief, Management Staff

SUBJECT : Management Staff Weekly Report  
2-6 May 1977

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### Course Attendance

C/P&PG/MS attended the second day of the Records Management Conference conducted at [REDACTED]. Focus for this session was on the declassification program for those documents 30 years old and record control schedules to determine document destruction dates. A draft record control schedule for machine readable records was presented to the attendees.

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Lease to Purchase of [REDACTED] Peripherals

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Preliminary review of the [redacted] disk rental contract reveals that approximately \$350K of rental funds could be used for the first annual purchase payment. This assumes that conversion from rental to purchase occurs on 1 June 1977. This information is being provided to OL for their input into the purchase conversion.

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## Identification of Major ADP Projects

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Twenty major ADP projects have been identified which are expected to exceed [REDACTED] each in resource charges in FY 1979. These projects will be reported to the Comptroller for the EAG Program review of the Agency ADP budget scheduled for June. Altogether the charges associated with these twenty projects are expected to exceed [REDACTED]; this amounts to approximately 40% of the ODP overall resources in FY 1979.

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Status of [REDACTED] Mass Storage Settlement

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Based upon the Termination Settlement between the US Government and [REDACTED] FY 1975 obligations of [REDACTED] were cancelled on 3 May 1977. Existing elapsed year ("M") account obligations will be reduced upon receipt and processing of the [REDACTED] refund check by the Office of Finance. No refund has been received in OF to date.

SEMP Redirection

As a result of a SEMP meeting held on 28 April in the DDA conference room the requirements for SEMP will be relaxed. The number of people involved in this program will be reduced and the courses scheduled for this program will be more generalized.

Data Transmission Working Group

The Data Transmission Working Group met on 2 May and selected as their pilot project to study the feasibility of transmitting T and A data from overseas bases.

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